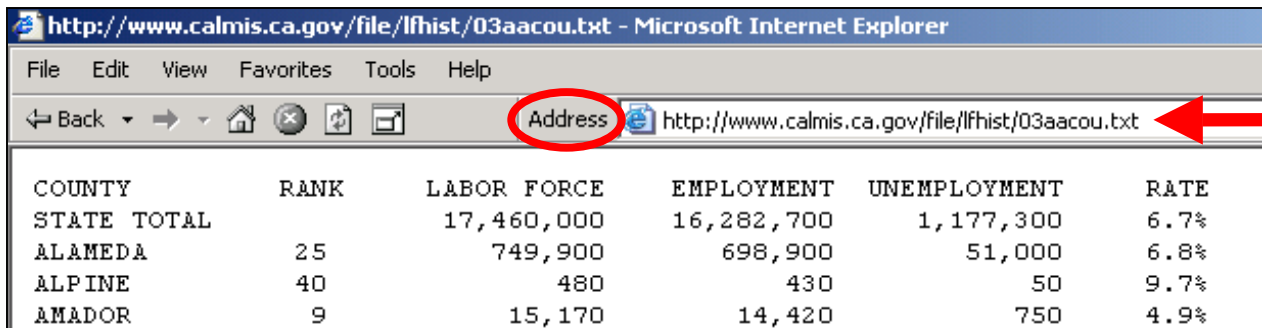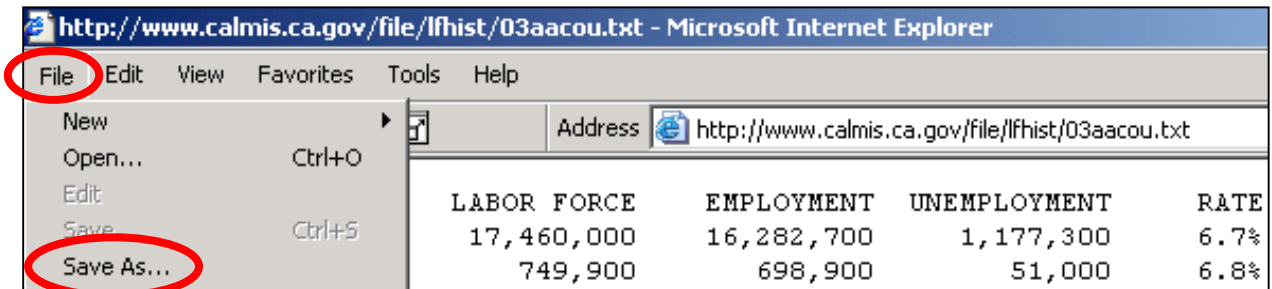# Save Internet Text Files

Step 1: Start from an Internet page -- ideally one that ends with **".txt"** in the web address

For example, the 2003 Annual Average Labor Force Data for Counties

Step 2: Click the **[File]** menu in your browser and select **"Save As..."**

Step 3: A **[Save Web Page]** dialog box appears

Step 4: Re-name the file in the **[File name]** field -- optional

Step 5: In the **[Save as Type]** field, select **"Text File (*.txt)"**

Step 6: Click the **[Save]** button

NOTE: Remember the location where you saved the Text file